

**MINUTES OF A REGULAR MEETING
OF THE COMMUNITY SERVICES COMMISSION**

1. CALL TO ORDER

The Torrance Community Services Commission convened in a regular session at 7:05 p.m. on Thursday, September 28, 2006, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Adams, Hazell, Numark, and Chairman Ning.

Absent: Commissioners Gilbert, Hicks and Orpe.

Also Present: Senior Recreation Supervisor Kelso.

MOTION: Moved by Commissioner Adams, seconded by Commissioner Hazell and unanimously passed to grant Commissioners Gilbert, Hicks and Orpe excused absences.

3. FLAG SALUTE

The Pledge of Allegiance was led by Commissioner Adams.

4. AFFIDAVIT OF POSTING

Commissioner Adams moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. The motion was seconded by Commissioner Numark and a voice vote reflected unanimous approval, absent Commissioners Gilbert, Hicks and Orpe.

5. APPROVAL OF MINUTES

MOTION: Commissioner Numark moved for the approval of the August 24, 2006, Community Services Commission minutes as written. The motion was seconded by Commissioner Adams and a voice vote reflected unanimous approval, absent Commissioners Gilbert, Hicks and Orpe.

6. SOCIAL SERVICES ADVISORY COMMITTEE

6a. HARVEST HEATH FAIR OCTOBER 21st 8:30 A.M. - 12 NOON

Senior Recreation Supervisor Kelso requested that Commissioners arrive at the entrance to the Sports Center at Wilson Park at 8:15 a.m. on October 21, 2006.

Commissioner Hazell noted that Commissioners should be prepared to speak with residents.

Senior Recreation Supervisor Kelso stated that there would be between 20-30 booths and he noted that the people running the booths were very attentive to the speakers. He added that Councilmembers were usually present at some point during the fair.

Chairman Ning indicated that he would recognize VIPs and he intended to speak for only a few minutes before introducing Commissioners who should be prepared to speak for a short time.

Senior Recreation Supervisor Kelso indicated that there was no charge to have a booth and Commissioner Hazell suggested contacting El Camino College as they offer classes for the elderly.

7. GRANT PROGRAM FOR NON-PROFIT SOCIAL SERVICE AGENCIES

7a. APPROVAL OF GRANT APPLICATIONS

Chairman Ning reported receiving 22 applications as compared to last year when 16 were received.

Senior Recreation Supervisor Kelso indicated that new organizations had learned about the grant through the expanded mailing list and by word of mouth. He stated that the applications had arrived on time and complete with the exception of the Torrance Historical Society and Museum because there is an issue with their 501c3.

MOTION: Commissioner Adams moved to accept all 22 grant applications as received with the provision that the Torrance Historical Society and Museum provide evidence of their 501c3 status by October 6, 2006. Commissioner Hazell seconded the motion and a voice vote reflected unanimous approval, absent Commissioner Gilbert, Hicks and Orpe.

7b. GRANT HEARING OCTOBER 23-24 – WEST ANNEX COMMISSION ROOM 6:00 P.M. TO 9:00 P.M.

Chairman Ning noted that the item was a reminder.

7c. GRANT DELIBERATION OCTOBER 26 – WEST ANNEX COMMISSION ROOM 5:00 P.M.

Chairman Ning emphasized the importance of attendance at each of the meetings.

8. DISCUSSION OF COMMUNITY SERVICES COMMISSION ACTIVITIES

Chairman Ning stated he would prefer to cover the item when all Commissioners were present and he distributed a printout from the Torrance website which indicated Community Services Commissioner duties. Chairman Ning acknowledged that the

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grants were the most important piece of business the Commission handled, adding that while the Harvest Health Fair is very important, staff handles most of that work. He pointed out a different description on the actual Community Services Commission page on the site adding that the Commission had a broad mandate and could go into a variety of different areas as long as the work of other Commissions is not duplicated.

Chairman Ning encouraged the Commission to consider looking at other ways the Commission could be of service to the City and he suggested ways to expand duties of the Commission including providing human resource informational employment opportunities as well as assisting with senior citizen housing although he was not sure whether that would duplicate work done by the Commission on Aging. He suggested that at the next meeting when all Commissioners were present, there be a discussion of forming an ad hoc committee to explore options and decide if the Commission wishes to pursue other activities.

Commissioner Hazell observed that dissemination of human resource information is something currently listed as a duty of the Commission and he asserted that the Commission would be quite busy if they focused on the areas already noted on the website.

Commissioner Numark commented that the municipal code states the charter of the Commission and has different duties than are on the website.

Commissioner Adams pointed out that the Commission enjoyed a cooperative relationship with the Youth Council and the Commission on Aging.

Commissioner Hazell suggested using the Social Services Advisory Committee to explore options and Chairman Ning supported forming a separate ad hoc committee for two months to determine additional items for the Commission to focus on.

Senior Recreation Supervisor Kelso pointed out that since the Social Services Advisory Committee is a standing committee, Commissioners would be able to discuss items related to that Committee as it is on the agenda.

Commissioner Adams emphasized the importance of adhering to the agenda and he noted that the goal of the Commission is to be transparent and publicly accessible.

MOTION: Chairman Ning moved that Commissioner Numark lead a separate committee with two other members of his choosing, with a finite life of no more than two months with the objective to explore other activities the Community Services Commission may want to consider engaging in, with a list of suggested activities brought back to the Commission within two months. Commissioner Adams seconded the motion and a roll call vote reflected unanimous approval.

9. YOUTH COUNCIL ACTIVITIES

9a. COMMISSIONER'S REPORT

None.

9b. YOUTH COUNCIL REPORT

Chairman Ning reported receiving a letter from Community Services Director Barnett inviting a member of the Commission to serve on the Youth Council Selection Committee on October 18 and 19 at the ATTiC from 6 p.m. to 9 p.m.

Commissioner Numark reported attending Youth Council Selection in June and Senior Recreation Supervisor Kelso agreed to get further information about the Youth Council selection and check with the other Commissioners to see whether they were available to attend.

Commissioner Hazell suggested reminding the Youth Council that they are welcome to attend these meetings and provide reports.

9c. COMMISSIONER'S ASSIGNMENTS

None.

10. HOLIDAY DINNER – DECEMBER 8, 2006

Senior Recreation Supervisor Kelso announced that the Community Services Commission Holiday Dinner would be held on December 8, 2006 and the group discussed possible locations.

11. ORALS/ANNOUNCEMENTS

11a. Commissioner Numark reported that he is responsible for the American Red Cross blood collection in Southern California and they recently completed the largest media blood drive in the country with KLOS collecting more than 8,000 units of blood product in one week.

11b. Commissioner Hazell indicated that Compton College had lost accreditation but the legislature gave El Camino control over Compton College to help get its accreditation back up. Compton College is now the El Camino College Compton Educational Center and El Camino's Dean oversees largest the athletic program for Community Colleges in the Country. He pointed out that made things hectic with the student population of El Camino at 25,000 and the Compton Educational Center at about 3,000. He added that 1 out of every 10 students that attend a college or university in the United States attend a California Community College.

11c. Commissioner Adams reported attending the Commissioner Certification Training on September 27 which he found interesting and enjoyable. He noted that while attendance is not required for standing Commissioners, he learned a lot and it was time well spent.

11d. Senior Recreation Supervisor Kelso announced that the holiday dinner on December 8th would be his last association with the Commission as he was leaving as the liaison effective December 12th. He explained that Senior Recreation Supervisor Gary Schmidt had retired and that other staff would be in charge as a result of a

proposed merging of the Community Services Commission with the Parks and Recreation Commission effective in January, 2007. If the merger moves forward, the new Commission would have 13 Commissioners who would serve out their terms until the number was narrowed back down to 7.

Commissioner Numark questioned whether to move forward with the new the ad hoc committee and Senior Recreation Supervisor Kelso pointed out that while there was much support for the merger, it had not happened yet and he did not think it would hurt to begin the work.

12. SELECTION OF MEETING DATE FOR NOVEMBER

Commissioner Adams suggested postponing a decision on whether to meet in November until October and Senior Recreation Supervisor Kelso expressed concern with being able to reserve a room in the event of a meeting. The Commission agreed to wait and discuss the matter with the full Commission at the next meeting.

13. ADJOURNMENT

At 8:01 p.m., the meeting was formally adjourned to Monday, October 23, 2006 6:00 p.m. in the West Annex meeting room at Torrance City Hall for a grant hearing; Tuesday, October 24, 2006 at 6:00 p.m. for a grant hearing and Thursday, October 23, 2006 at 6:00 p.m. for a regular meeting and grant deliberations.

Approved as Submitted October 26, 2006 s/ Sue Herbers, City Clerk
